



ENVIRONMENTAL & REGULATORY SERVICES DIVISION  
BUREAU OF PECFA  
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**Jim Doyle, Governor**  
**Mary P. Burke, Secretary**

June 3, 2005

Consulting Firm  
Attn: All PECFA Project Managers  
Address  
PO Box  
City, State, Zip Code

RE: **PECFA Annual Site Reporting Reminder**

Dear PECFA Project Managers,

The next phase of PECFA Annual Reporting is now underway. The reporting, which includes an Occurrence Classification component, began May 1, 2005. Reporting can be completed until 30 days following the effective date of the proposed ch. Comm 47 Wis. Admin. Code changes. As the proposed ch. Comm 47, Wis. Adm. Code changes are currently written, failure to comply with the reporting requirements for occurrences requiring submittal of a completed occurrence classification form, will result in denial of all future PECFA funding (not just interest costs).

PECFA encourages you to report as soon as possible for occurrences that you are actively managing. On August 1<sup>st</sup> PECFA will be sending notification letters to responsible parties (RPs) for occurrences that have not completed the required reporting. These letters will inform RPs of their requirement to report and request compliance.

This letter is only being sent to currently registered PECFA Consulting Firms. If your firm has multiple offices and they are not registered separately, they will not receive this notice from the department. Please forward a copy of this letter to all of your offices and/or staff members who may have PECFA projects.

If you have any questions about the reporting process please direct them to [siteclassification@commerce.state.wi.us](mailto:siteclassification@commerce.state.wi.us) or contact Shawn Wenzel by telephone at (608) 261-5401. The "[Annual Site Reporting Page](#)" can be accessed via the PECFA home page at <http://commerce.wi.gov/ER/ER-PECFA-Home.html>

The PECFA Site Review *Annual Reporting Committee* (Shawn Wenzel, Gena Larson, Ralph Smith, David Blair and Alan Hopfensperger) would like to thank you in advance for your cooperation.

Sincerely,

Shawn A. Wenzel  
Hydrogeologist  
Site Review Section